



## Information Technology

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Date: June 25, 2014

To: The Digital Technology Committee

From: Paul Kronberger, CIO

Re: Pilot Project Approach

My staff and I have discussed approaches to conducting the pilot project. At the last meeting you requested general cost estimates for wiring various multi-dwelling units and then applying those estimates to several proposed areas.

We propose an alternative approach of having the DTC select one pilot area, and then develop a Request for Proposal (RFP) to provide vendor supplied Internet service in that area. This RFP would include information such as:

- The identified pilot area
- City has up to \$150,000 to offset infrastructure build costs.
- Expectations for service to residences (specify minimum speed MB/second)
- Flexibility for the vendor to propose a solution or mix of solutions (wireless, wired, etc.)
- Signal performance requirements (must adequately penetrate buildings, etc.)
- Successful vendor may utilize subcontracting, but is responsible for overall delivery
- Require vendor to commit to provide on-going support for residences
- Require the vendor to work with property owners to either use existing infrastructure or install new infrastructure.
- Vendor to provide a price schedule for residents (monthly service costs, etc.) for the next 10 years.
- Approximate timeframe to complete the project
- Vendor to provide a debriefing at the successful conclusion of the project. This would include lessons learned, recommendations for conducting future pilots, etc.

The committee would have an opportunity to review a draft RFP document and provide input. The DTC would conduct the evaluation of the RFP proposals and select a vendor to complete the project. In this way, the successful vendor would have the flexibility to utilize their technical and market capabilities to meet the needs of residents in the pilot area. The DTC would function at a higher policy level by defining the pilot area and end result, and then have the vendor technologists propose a solution. One additional benefit is that this would utilize a competitive procurement for a significant public expenditure.

I look forward to discussing this further at our next meeting. Thank you.